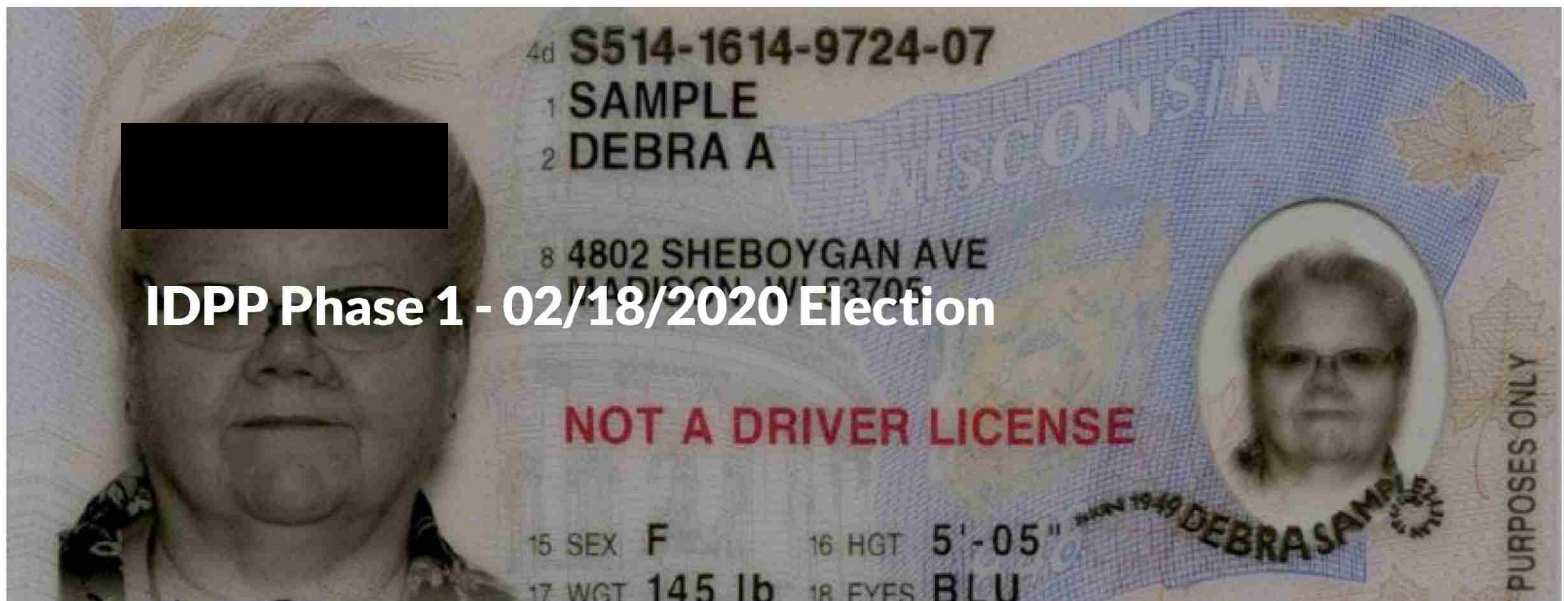


# **EXHIBIT 4**



## Free ID and Identification Card Petition Process Understanding Your Role in Voting

Press the white "Start Course" button to begin the training.

- ≡ How to Navigate Through This Course
- ≡ Customer Intake
- ≡ When to Start the Process
- ≡ Who is Eligible?
- ≡ What information should be given to Customer?
- ≡ What if More Documentation is Needed?

Lesson 3 of 13

## When to Start the Process

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**If the customer is applying for their first WI ID product and does not have all required documentation, start the ID Petition Process.**

- ☐ Take the customer's photo.
- ☐ Have the customer complete the MV3004 (ID card application).
- ☐ Have the customer complete the MV3012 (petition form).

NOTE: If the customer is missing any document needed for issuance of a non-compliant product, they may enter into the petition process.

Through the ID petition process, the customer is taking the first step towards having an ID card issued.

Lesson 4 of 13

## Who is Eligible?

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### The customer is eligible to apply for an ID using the IDPP Petition Process if:

- ☐ US Citizen is marked on their application
- ☐ they are at least 17 years old at the time of application
- ☐ a WI address is listed on their application  
Homeless residency information can be found in Knowledge Owl or Corkboard.

In about a week, the customer will receive one of the following through the mail:

- A photo receipt, valid for voting purposes
- A WI ID card

DMV Central Office will follow up with the customer if any additional information is needed to obtain an 8-year ID card.

The customer *will* receive a receipt or identification card. Both are valid for voting purposes.